



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
LOS ANGELES COUNTY AUDIT COMMITTEE**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012**

Thursday, December 15, 2011

10:30 AM

Present: Chair Chough, Vice Chair Jordan and Member Glasgow

Excused: Member Ollague and Member Gallucci

AUDIO LINK FOR THE ENTIRE MEETING. (12-0136)

Attachments: [AUDIO](#)

Call to Order. (11-5402)

The meeting was called to order by Chair Genie Chough at 10:43 a.m.

I. ADMINISTRATIVE MATTERS

1. Approval of the November 17, 2011 meeting minutes. (11-5397)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

II. BOARD POLICIES

2. Recommendation to amend Board Policy 9.060 - Outside Employment Reporting Requirements by extending the sunset review date to January 11, 2016 (11/14/11). (11-5320)

On motion of Lori Glasgow, seconded by Dorinne Jordan, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

3. Recommendation to approve amendments to Board Policy No. 5.100 - Sole Source Contracts and extend the sunset review date to February 6, 2016 (12/2/11) (Continued from meeting of 12/15/11). (11-5384)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting for Louisa Ollague to be present.

Attachments: [SUPPORTING DOCUMENT](#)

III. OLD BUSINESS

4. Recommendation to approve amendments and extension of the sunset review date for Board Policy No. 5.010 - MWBE Utilization Goal for County Contracts (8/10/11) (Continued from meetings of 8/18/11, 9/15/11, 10/20/11, 11/17/11, and 12/15/11). (11-3718)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

5. Recommendation to approve amendments and extension of the sunset review date for Board Policy No. 5.130 - Contracting With Minority/Women/Disadvantaged/Disabled Veteran Owned Firms (8/25/11) (Continued from meetings of 9/15/11, 10/15/11, 11/17/11, and 12/15/11). (11-4052)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

6. Recommendation to approve amendments to Board Policy No. 4.030 - Budget Policies and Priorities (10/19/11) (Continued from meeting of 11/17/11 and 12/15/11). (11-4864)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

7. Recommendation to approve amendment to Board Policy 6.020 - Chief Information Office Board Letter Approval (11/8/11) (Continued from meeting of 11/17/11, and 12/15/11). (11-4984)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting for Louisa Ollague to be present.

Attachments: [SUPPORTING DOCUMENT](#)

8. Recommendation to approve proposed Board Policy 6.200 - Information Sharing and Management Policy (11/8/11) (Continued from meeting of 11/17/11 and 12/15/11). (11-5005)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting for Louisa Ollague to be present.

Attachments: [SUPPORTING DOCUMENT](#)

9. Los Angeles Superior Court Family Law Court - Minors' Counsel Cost Review (Board Agenda Item #71, April 29, 2011) (7/28/11) (Continued from meetings of 8/18/11, 9/15/11, 10/20/11 and 11/17/11). (11-3594)

After discussion, and on motion of Dorinne Jordan, seconded by Lori Glasgow, this item was moved to the Budget Meeting.

Attachments: [SUPPORTING DOCUMENT](#)

10. Fraud Hotline Status Report - January 1, 2011 through June 30, 2011 (8/30/11) (Continued from meetings of 9/15/11, 10/20/11 and 11/17/11). (11-4045)

On motion of Lori Glasgow, seconded by Dorinne Jordan, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

11. Department of Public Works Petty Cash Fund Review (10/27/11) (Continued from meeting of 11/17/11). (11-4884)

Genie Chough questioned the inappropriate cash advances as a result of payroll processing errors.

Jim Schneiderman, Auditor-Controller (A-C) stated that the errors were caused by various reasons including overtime and late filings of time cards. The Department has been notified to cease this practice and use petty cash for authorized purposes only. Robert Campbell, A-C explained that the errors were issues on the Department's end and were not system related.

Dorinne Jordan, requested A-C follow up on these issues.

On motion of Dorinne Jordan, seconded by Genie Chough, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

-
12. Department of Children and Family Services - Review of Emergency Assistance Payments (Manual Warrants) (11/7/11) (Continued from meetings of 11/17/11 and 12/15/11). (11-4957)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting for Louisa Ollague to be present.

Attachments: [SUPPORTING DOCUMENT](#)

IV. REPORTS

13. Women's and Children's Crisis Shelter - A Department of Public Social Services Domestic Violence Supportive Services Program Provider - Contract Compliance Review (10/26/11). (11-4867)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

14. District Attorney's Asset Forfeiture Fund (11/14/11). (11-5317)

On motion of Lori Glasgow, seconded by Dorinne Jordan, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

15. Neighborhood Legal Services of Los Angeles County - A Department of Public Social Services Domestic Violence Supportive Services Program Provider - Contract Compliance Review (12/2/11) (Continued from meeting of 12/15/11). (11-5382)

On motion of Lori Glasgow, seconded by Dorinne Jordan, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

16. City of Compton - Compton CareerLink - A Community and Senior Services' Workforce Investment Act Youth Program Provider - Contract Compliance Review - Fiscal Year 2010-11 (12/2/11) (Continued from meeting of 12/15/11). (11-5383)

On motion of Dorinne Jordan, seconded by Lori Glasgow, this item was continued to the next meeting for Louisa Ollague to be present.

Attachments: [SUPPORTING DOCUMENT](#)

V. DISCUSSION ITEM

17. Fiscal Year 2011-2012 Cash Flow Projection. (11-5318)

Connie Yee, Auditor-Controller provided a brief summary. The projected cash balances are \$51 million. This estimate for November remains the same as the previous month.

Attachments: [SUPPORTING DOCUMENT](#)

VI. MISCELLANEOUS

18. Matters not on the posted agenda (to be Presented and Placed on the Agenda of a Future Meeting). (11-5399)

There were none.

19. Public Comment. (11-5400)

No members of the public addressed the Committee.

20. Adjournment. (11-5401)

There being no further business to discuss, the meeting adjourned at 11:02 a.m.